

APPENDIX C
TAB 6

Hurricane Action Checklist

REAL ESTATE DIVISION

Action
DTG & Initials

1. PHASE O (Pre-Hurricane Season)
 - a. Review CESAS Plan 500-1-9 and provide update to CESAS-EM NLT 1 May yearly.
 - b. Update list of EOC personnel and provide a copy to CESAS-EM NLT 1 May yearly.
2. PHASE I (72 hours before landfall)
 - a. Normal day-to-day operations.
 - b. Review plans relevant to emergency response.
3. PHASE II (48 hours before landfall)
 - a. Notify field offices and Forest Resources personnel of present conditions.
 - b. Update list of Government-owned vehicles and their location
4. PHASE III (24 hours before landfall)
 - a. Alert field offices and Forest Resources personnel to present conditions and

advise them to take precaution to
protect Government property.

- b. Notify person to serve as Chief of Real Estate for ERRO.
- c. Provide representative for CMT if directed.
- d. Release personnel from duty as directed by the Commander or his authorized representative.

5. PHASE IV (12 hours before landfall)

Essential personnel are on standby for
work assignment. Others seek safe shelter.

6. PHASE V (Hurricane force winds are striking the Georgia coast.)

Support EOC operations as required.

7. RECOVERY OPERATIONS

- a. Confirm safety status of assigned personnel. _____
- b. Coordinate all activities through EOC. _____
- b. Identify potential ERRO sites. _____
- c. Check list of available staff.
- d. Check list of available equipment and its location.
- e. Check with field offices and Forest Resources personnel for SITREPs.

- f. Furnish personnel as required for emergency teams.
 - g. Be prepared for priority acquisition of any real estate necessary for support of District emergency activities.
 - h. Prepare list of personnel available for recovery operations. Provide EOC a copy.
 - i. Prepare list of equipment, and its location, available for recovery operations. Provide EOC a copy.
 - j. Provide support personnel, as required.
 - k. Provide EOC with daily updates for inclusion in SITREP.
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